

# **MINUTES**

## **TRAVERSE CITY PLANNING COMMISSION**

**TUESDAY, May 6, 2014**

**7:30 P.M.**

**Commission Chambers  
Governmental Center, 2nd Floor  
400 Boardman Avenue  
Traverse City, Michigan 49684**

**PRESENT:** Vice-Chairperson Jody Bergman, Commissioners Michael Dow, Jeanine Easterday, Janet Fleshman, Cecil McNally, Chairperson John Serratelli, Bill Twietmeyer, Janice Warren (arrived at 7:55 p.m.) and Tim Werner

**ABSENT:** None.

**STAFF PRESENT:** Russ Soyering, Planning Director; Missy Luick, Planning and Engineering Assistant; Benjamin Marentette, City Clerk; Lauren Tribble-Laucht, City Attorney

**1. CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.

**2. ROLL CALL**

**3. ANNOUNCEMENTS-** None.

**4. CONSENT CALENDAR**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and be placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- A.** April 1, 2014 Regular Meeting and April 15, 2014 Study Session Meeting minutes (Approval recommended)
- B.** Elmwood Charter Township Notice of Intent to Prepare a Master Plan (Action Requested)
- C.** East Bay Charter Township Notice of Intent to Prepare a Master Plan (Action Requested)

Motion by Commissioner Easterday, second by Commissioner McNally, that the Consent Calendar be approved as presented.

Motion carried 8-0 (Commissioner Warren absent.)

**5. PRESENTATION**

- A. Brief overview of Freedom of Information Act, Open Meetings Act, Planning Commission Rules, Capital Improvement Plan Review, Ethics & Conflicts of Interest (Benjamin Marentette, Lauren Tribble-Laucht)

Mr. Marentette and Mrs. Tribble-Laucht presented and addressed questions from the Planning Commission.

Commissioner Warren joined the meeting at 7:55 p.m.

**6. OLD BUSINESS**

- A. Public Hearing to consider an amendment to Size and Area Requirements , Section 1368.01, *Building Height*; Hotel Resort (HR) District, Section 1338.06, *Building Height*, and Section 1338.09, *Special Requirements*; Office Service (C-1) District, Section 1340.06, *Building Height*, and Section 1340.09, *Special Requirements*; Neighborhood Center (C-2) District, Section 1342.06, *Building Height*, and Section 1342.09, *Special Requirements*; Community Center (C-3) District, Section 1344.09, *Special Requirements*; Regional Center (C-4) Districts, Section 1346.09, *Special Requirements*; and Development (D) Districts, Section 1347.09, *Special Requirements*, regarding increasing the building height in HR to 45-feet, increasing the residential bonus height in C-1 and C-2 to 45-feet and requiring a 15-foot first floor height in HR, C-1, C-2, C-3, C-4, and D Districts (Action requested)

Mr. Soyering summarized his May 1, 2014 communication to the Planning Commission and explained the amendment.

Commission discussion.

The Public Hearing was opened. The following members of the public made comments:

- Mike Wills, 110 Fairway Hills Dr, city resident, made comments in support of the amendment
- Seamus Shinnars, 410 7<sup>th</sup> Street, made general comments

The Public Hearing was closed.

Motion by Commissioner Easterday, second by Commissioner Warren, that an amendment to the Traverse City Code of Ordinances Size and Area Requirements , Section 1368.01, *Building Height*; Hotel Resort (HR) District, Section 1338.06, *Building Height*, and Section 1338.09, *Special Requirements*; Office Service (C-1) District, Section 1340.06, *Building Height*, and Section 1340.09, *Special*

*Requirements; Neighborhood Center (C-2) District, Section 1342.06, Building Height, and Section 1342.09, Special Requirements; Community Center (C-3) District, Section 1344.09, Special Requirements; Regional Center (C-4) Districts, Section 1346.09, Special Requirements; and Development (D) Districts, Section 1347.09, Special Requirements, regarding increasing the building height in HR to 45-feet, increasing the residential bonus height in C-1 and C-2 to 45-feet and requiring a minimum 15-foot first floor height in HR, C-1, C-2, C-3, C-4, and D Districts be recommended by the Planning Commission and such recommendation be forwarded to the City Commission for their consideration.*

Motion carried 9-0.

- B. 2014-15 Capital Projects for further review by the Planning Commission (Action requested)

Mrs. Luick summarized the May 1, 2014 communication to the Planning Commission.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner McNally, that the Planning Commission accepts the "2014-15 Capital Projects for further review by the Planning Commission" document dated 4/23/14 and staff will bring forward the projects on that list for review for consistency with the Master Plan when project details are available.

Motion carried 9-0.

## 7. NEW BUSINESS

- A. Consideration of an amendment to General Provisions and Definitions Section 1320.07, *Definitions*; Special Land Use Regulations Section 1364.01, *Types of Special Land Use Review* and Section 1364.08, *Special Land Use Permits Granted by the City Commission*, regarding allowing emergency shelters and establishing regulations for emergency shelters for introduction and possibly setting a Public Hearing on June 3, 2014 as recommended by the Housing and Building Committee.

Mr. Soyering summarized his May 2, 2014 communication to the Planning Commission. The proposed ordinance amendment was drafted by the Housing and Building Committee.

Commissioner McNally recused himself from the discussion stating an appearance of a conflict of interest due to his employment with Goodwill. Commissioner McNally left the meeting at 8:18 p.m.

Commissioners Bergman and Warren, both members of the Housing and Building Committee, explained how the committee made considerations when drafting the proposed regulations.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner Bergman, that a Public Hearing be scheduled for June 3, 2014 to consider an amendment to General Provisions and Definitions Section 1320.07, *Definitions*; Special Land Use Regulations Section 1364.01, *Types of Special Land Use Review* and Section 1364.08, *Special Land Use Permits Granted by the City Commission*, regarding allowing Emergency shelters and establishing regulations for Emergency shelters and modifying the regulations for Transitional housing.

The following members of the public made comment on the topic:

- Deni Scrudato, 422 E. State St, made general comments
- Susan Kuchell, 500 Webster St, made general comments
- Richard Kuchell, 500 Webster St, opposes the amendment

Motion carried 8-0 (Commissioner McNally recused.)

Commissioner McNally rejoined the meeting at 9:12 p.m.

**B. Proposed 2014-15 Streets Project list (Discussion)**

Mr. Soyering summarized his May 1, 2014 communication to the Planning Commission. Mr. Soyering further explained that an additional street has been proposed late last week and now there are a total of seven streets proposed for reconstruction in 2015. They include portions of State, Franklin, Seventh, Ninth, Eleventh, Union and Plainview Streets.

Commission discussion.

Commission consensus was to discuss the proposed 2014-15 Street Projects further at the May 20, 2014 study session.

**8. CORRESPONDENCE**

**A. Capital Improvement Program Quarterly Update dated May 1, 2014**

Mrs. Luick explained that the CIP quarterly update includes projects that the Commission has asked regular correspondence on. If the Commission would like to receive updates on additional projects in the CIP, please contact staff and we'll add them to the quarterly updates.

- B. William Plough letter dated April 21, 2014

Mr. Soyering explained that the letter is related to a co-location of a cell carrier on an existing cell tower. The decision will be handled administratively, but Mr. Plough asked that his letter be shared with the Planning Commission.

**9. REPORTS**

- A. City Commission- Commissioners Easterday and Werner reported.
- B. Board of Zoning Appeals- Commissioner Bergman reported.
- C. Grand Traverse Commons Joint Planning Commission- Commissioners Serratelli and Warren reported.
- D. Planning Commission
  - 1. Housing Building Committee— Commissioner Bergman reported.
  - 2. Active Transportation Committee—Commissioner Werner reported.
  - 3. Master Plan Review Committee—No report.
- E. Planning Department—Mr. Soyering- No report.
  - 1. Capital Improvement Program- No report.

**10. PUBLIC COMMENT**

- Seamus Shinnars, 410 7<sup>th</sup> Street, made general comments regarding the Capital Improvement Program and 2014-15 Street Projects
- Julie Clark, 604 W 12<sup>th</sup> Street, made general comments regarding 2014-15 Street Projects
- Mary Erickson, 1010 Cass Street, made general comments regarding 2014-15 Street Projects.

- 11. ADJOURNMENT-** Meeting was adjourned at 10:05 p.m.

Respectfully submitted,

Date: June 3, 2014

  
Jan Warren, Secretary